



Aquatic Facility Operator (AFO) Certification Exam Application

****Requests must be received at least 7-10 business days prior to requested examination date.**

Applicant Information

First Name: _____ MI: _____ Last Name: _____

Work Home Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____ Email: _____

Online Examination Setup Information

1. The AFO Exam will be administered online through NRPA's Learning Management System (LMS) through a zoom meeting with the proctor.
2. Once the application is received dates and times will be provided to schedule exam with candidate.
3. The AFO Exam is a 3-hour timed exam, and you will receive your results immediately after completing.
4. The AFO Exam is open book. You are allowed to use the Aquatic Facility Operator Manual, a handheld calculator, a saturated index calculator and a scrap piece of paper while taking the exam.
 - The latest version of the AFO Manual is the [Aquatic Facility Operator Manual, 7th Edition](#).

Off-site Examination Setup Information

1. Secure a proctor to administer the exam.
 - Approved proctors are an AFO Instructor, Public Librarian, University Professor, Professional Testing Center Staff Member, Military Base Professional, a State Affiliate Staff Member or NRPA employee.
 - Date should be secured with proctor and provided on application.
2. The AFO Exam will be administered by Proctor and then mailed back to NRPA to be scored. Results will be emailed to the candidate within 2-4 weeks.
3. You will be given 3 hours to complete the exam.
4. The AFO Exam is open book. You are allowed to use an Aquatic Facility Operator Manual, a handheld calculator, a saturated index calculator and a scrap piece of paper while taking the exam.
 - The latest version of the AFO Manual is the [Aquatic Facility Operator Manual, 7th Edition](#).

Proctor Information

Online AFO Exam Off-site AFO Exam

Request for proctor by NRPA Employee for Online AFO Exam.

Proctor Information for Off-site Exams

Examination Date: _____ Time: _____

Proctor Name: _____

Testing Center Name: _____

Testing Center Address (to mail exam): _____

Proctor Phone: _____

Proctor Email: _____

Exam Fee and Payment Information

Examination Fee - \$99.00

Please make checks payable to: National Recreation and Park Association (NRPA)

Check Credit Card: Visa Mastercard American Express Discover

Credit Card Number: _____ Expiration Date: _____

Name on Credit Card: _____ CVV: _____

Signature: _____

Return application and payment information:
Upload to our secure Dropbox at <https://nrpa.leapfile.net>
Or mail to:
National Recreation and Park Association
PO Box 5007
Merrifield, VA 22116-5007

For additional questions please email certification@nrpa.org.